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March 20, 2013

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE AN AMENDMENT TO COUNTY CONTRACT NUMBER PH-002165 WITH THE CHILD CARE RESOURCE CENTER FOR PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE**

This is to notify you that I am exercising the delegated authority approved by your Board on July 26, 2011, to amend existing service agreements related to public health emergency preparedness and response, with contract maximum obligations not to exceed \$500,000 per service agreement, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will execute Amendment Number 1 to County Contract Number PH-002165 with the Child Care Resource Center increasing the annual maximum obligation by \$115,000, from \$134,951 to \$249,951, effective upon date of execution through August 9, 2013, 100 percent offset by the Centers for Disease Control and Prevention (CDC) Notice of Award Number 2U90TP917012-11 Revised (Amendment 14).

This amendment will enable the Child Care Resource Center (CCRC) to revise and update the emergency preparedness and response training curriculum and toolkit developed for childcare providers and to provide additional trainings. These trainings will strengthen and improve the utilization, perceived benefit, and understanding of the revised curriculum and toolkit. CCRC is a member of the Resource & Referral (R&R) network that provides subsidized child care services to children and families. The R&R network staff trained by CCRC will engage their internal agency leadership regarding collaboration and coordination of child care providers' efforts related to preparedness, response and recovery activities.

County Counsel has reviewed and approved Amendment Number 1 as to use and this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF:os
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c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors